

**HARFORD COUNTY PUBLIC LIBRARY  
FY 2026 BOARD OF TRUSTEES**

**MEETING MINUTES**

**November 19, 2025**

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**Present:** Dr. William B. Allen; Thomas Cusick; Errol E. Etting; Terrance Flannery; Dr. Monique H. Head; Carolyn K. Lambdin; Colonel Jonas Vogelhut, US Army, Retired, Vice Chair; Carol Wright, Chair; Student Representative Isabella Lugo Frasqueri; Lauren McDougall, Legislative Aide to County Council Member Alison B. Imhoff Mary L. Hastler, CEO; and Jennifer Button

**Absent:** Michael Woods, Treasurer

**CALL TO ORDER**

Ms. Wright, Chair, called the meeting of the Harford County Public Library Board of Trustees to order at 6:34PM.

**CHANGES TO THE AGENDA**

There were no changes to the agenda.

**RECOGNITIONS/PRESENTATIONS**

On behalf of the entire Board, Ms. Wright shared condolences on the passing of Ms. Hastler's husband, Mark Hastler.

Ms. Wright recognized and welcomed Trustee Tom Cusick, present for his first meeting. Mr. Cusick provided a brief introduction and background.

Ms. LaPenotiere recognized staff members Halli Powers, Library Associate I at Jarrettsville Library, Maurice Coleman, Library Associate I at Abingdon Library, and Sarah Prindiville, Library Associate I at Abingdon Library, present to observe the Board meeting as part of the Library Associate Training Institute program.

Mr. Ross recognized the Roenna Fahrney Award winners, and those with milestone years of service, that were present for this evening's Board meeting. Ms. Wright expressed congratulations and thanked the honorees for all they do each day. Staff being recognized also had a photo opportunity with Trustees before the start of the meeting. A full summary of their accomplishments is listed below.

Denise Sconion, Circulation Supervisor, Havre de Grace Library – 50 years of service

Valerie Harris, Materials Management Assistant, Materials Department – 45 years of service

**Roenna Fahrney Awards**

**Julie Carr**

Julie Carr embodies HCPL's values and is an invaluable member of the Havre de Grace team.

She consistently delivers outstanding internal and external customer service, excelling in computer assistance, children's programs, and literacy promotion. Her creativity and kindness brighten the branch each day.

Julie's collaboration with the Adult Librarian to bring the "1000 Hearts" initiative to the community brought meaningful recognition to the library. Through this project, community members sewed and shared hearts that brought comfort to children, cancer patients, and others facing difficult times.

She also developed a grab-and-go outreach box for school visits and Havre de Grace festivals, strengthening our presence in the community.

### **Kristin DeLambo**

Kristen DeLambo exemplifies what every librarian should strive to be. Her exceptional work ethic, unmatched customer service, and genuine compassion make her a beloved and memorable presence for patrons and staff alike. She supports her coworkers daily and consistently earns praise for her kindness and reliability.

Kristen has inspired countless young readers through her memorable story times, creative crafts, and warm personal connection—remembering children’s names long after they’ve grown. During the pandemic, she created more than 50 grab-and-go crafts per round, which patrons still ask about today.

Her passion for outreach is evident in her close partnerships with local schools, particularly through the “Every Child a Card” initiative and her regular visits to engage students, parents, and teachers. She also hosts annual school art shows, displaying up to 350 student pieces and preparing certificates and receptions that bring hundreds of visitors into the branch.

Kristen’s reader advisory and collection skills are outstanding. Whether identifying a book from a vague description or recommending titles for reluctant readers, she meets every challenge with enthusiasm and expertise.

Her customer service goes far beyond expectations. She has helped patrons with housing resources, medication lists, and even once climbed through a car trunk to rescue a customer’s keys. Her patience, care, and dedication embody true service.

Kristen’s impact on the community is profound and lasting. Through her empathy, professionalism, and unwavering commitment to patrons, she demonstrates the highest standard of customer service and is deeply deserving of this recognition.

### **Valerie Harris**

Valerie Harris is an exceptional behind-the-scenes force in Materials Management, and we proudly nominate her for the Roenna Fahrney Award.

With 45 years of service, Valerie brings unparalleled expertise in ordering, invoicing, and ensuring the accuracy of on-order records—work that directly shapes patrons’ experiences long before materials reach the shelves. She manages every detail of the ordering process: placing precise orders, correcting vendor errors, ensuring accurate formats in the catalog, preventing duplicate purchases, and performing meticulous quality control. Her deep knowledge allows her to troubleshoot complex issues independently, and her problem-solving skills bridge gaps between Materials Management, Technical Services, and Finance.

Valerie is also a crucial support during fiscal year rollover, handling all outstanding purchase order fund changes this year. She worked tirelessly with a vendor undergoing ownership changes to correct months of invoicing problems and stepped in during cataloging and processing backlogs to barcode materials, label books, and capture holds.

Valerie’s dedication, accuracy, institutional knowledge, and willingness to do whatever is needed make her an invaluable resource.

### **Julie Wood**

Julie Wood has served HCPL for over 20 years and is essential to the smooth operation of the Aberdeen branch. Despite losing her home to a fire and facing significant personal challenges this year, she never allowed her work to suffer.

Julie maintains exceptional standards for the branch’s appearance and operations and consistently goes above and beyond her duties. Staff describe her as compassionate, perceptive, calm, and deeply reliable. Her vigilance

was evident when she noticed a young child leaving the building alone; she immediately followed and ensured the child's safe return, preventing what could have been a far more serious situation. Julie is always ready to help—anticipating staff needs, assisting with program setups, and handling even the messiest tasks without hesitation.

Julie maintains strong working relationships with Facilities & Operations and outside contractors, remembering critical details that help resolve issues quickly. She keeps staff informed, communicates with kindness and effectiveness, and contributes significantly to branch problem-solving.

Customers appreciate her warm presence, and she interacts with everyone—including those with disabilities or special needs—with exceptional patience, empathy, and respect. Julie's decades of quiet, dedicated service make the Aberdeen branch a safer, kinder, and more welcoming place. Her impact is profound, and she is deeply deserving of recognition.

### **Traveling Library – Team Award**

When the Traveling Library debuted in 2023, its presence was limited. After the collection moved to Bel Air, Caitlin Scelsi and Bryan Gannon envisioned its potential and expanded its reach dramatically. By summer 2024, they were showcasing items through weekly staff features, building confidence and enthusiasm while preparing staff for broader outreach.

They created an interest list, trained colleagues systemwide, and implemented clear safety protocols—including new equipment for transporting heavier items. Bryan maintains the vehicle with weekly safety checks, while Caitlin actively pursues new opportunities at branch and countywide events.

Their leadership has produced remarkable results. The Traveling Library became one of Bel Air's Top Three Accomplishments for FY25, engaging more than 4,600 people in its first full year. Their thoughtful planning, creative displays, and strong customer service have made each event impactful and memorable.

Caitlin and Bryan's teamwork has strengthened collaboration, elevated staff involvement, and significantly increased HCPL's community presence. Their innovation, dedication, and professionalism make them outstanding representatives of HCPL—and highly deserving of the Roenna Fahrney Award.

### **APPROVAL OF MINUTES**

All Trustees had the opportunity to review the minutes of the previous meeting in advance of this evening's Board meeting.

**MOTION: Motion by Ms. Lambdin, seconded by Mr. Flannery, and carried by unanimous vote to approve the Minutes of the September 18, 2025 Meeting as presented.**

### **COMMITTEE REPORTS**

#### **Budget & Finance Committee – Dr. Head for Mr. Woods**

The committee met virtually on October 9, 2025.

Daniel Kenney and Wendolyn Yang, from Mitchell Titus Auditors, presented the *Financial Statements and Supplementary Information for the Year Ended June 30, 2025 with Independent Auditor's Report*. The audit went well and the Library received an unqualified (clean) audit. The Library's financial health is very good and we are one of the very few entities that has fully funded its OPEB Liability. The Committee reviewed and recommended full Board approval at the next Board meeting.

The committee reviewed the FY 2027 proposed operating budget. Included in the proposed operating budget is an 8% salary scale adjustment and 10% increase in healthcare costs for active employees and retirees. The

Committee approved the proposed draft budget and forwarded it to the full Library Board for review and approval.

The Committee also discussed the draft Capital budget. The Committee supports the full request for Technology and recommended that an inflation adjustment be calculated for the out years. Ms. Cogar researched and adjusted the numbers accordingly. The committee reviewed and approved the recommended capital request and forwarded it to the full Board for review and approval.

Ms. Cogar provided an update on current financials and we are on target in terms of expenditures and revenue.

The Treasurer's Report was prepared by Ms. Cogar, CFO. Operating expenditures for the fiscal period ending October 31, 2025 were within the annual FY2026 budget. Revenues were \$8.2 million and Expenditures were \$7.6 million.

**MOTION: Motion by Mr. Flannery, seconded by Mr. Etting, and carried by unanimous vote to approve the Treasurer's Report as presented.**

**Executive Committee – Ms. Wright**

The committee met virtually on October 9, 2025 to review the FY2025 audit, and the FY2027 proposed operating and capital budgets.

**Capital Improvements Committee – Dr. Head**

The committee met virtually on October 9, 2025.

Ms. Hastler provided an update on current capital projects as well as those anticipated to begin this fiscal year. Priorities include critical maintenance and refresh projects.

- Bel Air Branch Renovation (on hold)
- HVAC Systems in Riverside and Jarrettsville
- Refresh public restrooms at Aberdeen, Edgewood, Fallston and Joppa
- Refresh Children's area and repair damaged wall caused by leaks in public restroom at Fallston and replace tiny toilet in staff workroom
- Refresh staff workroom, lounge, restroom and server room at the Aberdeen Branch and repair sidewalks
- Replace roof membrane at the Abingdon Library (complete)
- Riverside renovation update and electric gate installation

The Committee reviewed the proposed Capital Improvement request for Technology and suggested that we build in inflation cost for out years. Ms. Cogar researched and updated the form. The Committee recommended the Capital Improvement Plan be reviewed and approved by the full Board at the next meeting.

**Human Resources Committee – Colonel Vogelhut, US Army Retired**

The committee met virtually on November 18, 2025.

The committee reviewed the combined October and November draft HR Report prepared by Mr. Ross. The report included updates on new hires, retirements, promotions, transfers, requests for leave of absence, open positions, and more.

The FY 2025 preliminary budget will be presented to the Board and included is a recommendation for an 8% salary scale adjustment along with a 10% increase for benefits.

**Foundation Board – Mr. Flannery**

The Foundation Board did not meet during the summer months, and will meet next on September 23, 2025.

## **PUBLIC SERVICES REPORTS**

### **Statistics – Ms. LaPenotiere for Ms. Hastler**

Ms. LaPenotiere reviewed highlights from the submitted Monthly Statistical Report. Fiscal Year 2026 statistics highlighted for the month of October include: Circulation 260,095; Walk-in visitors 65,364; Drive-thru visitors 5,302; Information/Reader assistance 30,756; Programs 864; Program attendance 51,246.

### **Programming and Events – Ms. LaPenotiere**

Ms. LaPeotiere reviewed the Programming Report included in the CEO report below.

### **Teen Services – Ms. Lugo Frasqueri**

Ms. Lugo Frasqueri reviewed the Teen Services Report included in the CEO report below.

## **CEO REPORT**

### **Capital & Building Projects**

#### **Aberdeen**

The Aberdeen branch has reported several safety issues regarding their sidewalks along the front of the branch – Franklin Street – as well as along the back of the building in-between the staff parking lot and the building. The County has identified both areas are the responsibility of the County to repair. The County has submitted tickets to Park & Recreation to repair the sidewalks. The County completed all the rear sidewalk areas. They have shaved partial sidewalks surrounding the premises (85% completion).

#### **Abingdon**

The removal and installation of a new roof membrane continues. This project has a completion date expected for September 30, 2025. The roofing project is complete but a few leaks have appeared that the county is addressing.

#### **Fallston**

Currently, there is water damage inside a wall between the restroom and book drop. The county is developing a plan to address. The Fire alarm panel has been replaced. This has no effect on the intrusion alarm. No update.

#### **Havre de Grace**

A recent power outage caused unrepairable damage to the swipe badge system. We are working on replacing the swipe pads with either keys or code locks and removing the swipe pads. The staff elevator is the one location in which the swipe card operated the elevator. Code locks have been installed on the assigned doors, and a security camera has been installed on the public elevator. Complete.

#### **Jarrettsville**

Portions of the geo thermal HVAC system are scheduled to be replaced. The system has been leaking for quite some time. The County requested several bids from vendors to repair the HVAC system and received one bid for \$175,000, which they felt was a bit high. A November 2024 meeting was cancelled and not rescheduled. On December 31, 2024, the unit stopped working. The County provided heaters for the Adult workroom and staff lounge but the number of portable heaters had to be limited due to electrical demands and tripping breakers. The library is providing fleece jackets for the branch staff in appreciation of their patience as the system is repaired. The County is waiting on parts as the estimated delivery is mid- April 2025. The latest plan by the County is to remove the existing system and replace with an air feed system. The next meeting was scheduled for June 10<sup>th</sup> with the vendor to work out the details and order the equipment. Replacement is tentatively scheduled to begin in late Fall 2025. No update.

#### **Joppa**

The branch has had several false 911 calls from the fire panel and we have been working with the contractor, Harford Alarm. The fire panel is continuing to have alerts. The County is working on the problem. The phone lines have been tested by Verizon and are working. No update.

### **Administration**

The library has recommended the installation of a new electric gate in the back parking lot. Currently, library staff must manually close the gates and lock them at opening and closing. The County has added this item to their FY 2026 Capital requests.

The library is working with the county on providing square footage to enable expansion of the homeless shelter to house women and children. Two walk-throughs have taken place. The county has requested the library provide funding for the portion of the project on the library side of the building. Included in the project is the build of 4-6 offices and relocation of the meeting room. Staff and some departments will be relocated as a result. Planning continues as another meeting is scheduled for March 20<sup>th</sup> with the architect. The Design Phase should be completed by the end of May. The Construction Documents are estimated to be completed by the end of August 2025. The project should be ready for going to bid in August/September 2025. The assessment of the HVAC system has been completed and we should receive a report from the contractor in early March. The assessment indicates all the HVAC units need to be replaced. The County project manager will follow up to determine the next steps. The replacement units will be placed on the ground – no more roof top units when replaced. The County continues to make visits for assessments of the interior/exterior of the building.

**Facilities Master Plan** – The Library will be going out to bid for a new Facilities Master Plan. The existing plan may be found on the library website and the library is required to have a Facilities Master Plan to apply for State Capital Grants. Timeline has been adjusted for the winter 2026.

### **Meetings & Presentations**

#### October 2025

- 10/1 Riverside Library Renovations
- 10/3 Interview with Jennifer Franciotti – Wheelchair Costume Workshop
- 10/6 IGR Taskforce meeting
- 10/8 Harford County Education Foundation Board Meeting
- 10/9 MAPLA Fall Meeting
- 10/10 MAPLA Fall Meeting
- 10/13 EDAB Monthly Marketing Committee Meeting
- 10/15 Meeting: Lauren Levy, Harford County Health Officer
- 10/16 HCPL Riverside Headquarter Renovations - Design Meeting
- 10/16 Meeting: The BEcome Project
- 10/17 Harford County Education Foundation Excellence in Education Showcase & Awards

#### September 2025

- 9/3 HCPL Foundation Innovation Lab Sponsorship Check
- 9/4 Baltimore Sun Partnership
- 9/5 Harford County Benefits Consortium Medicare
- 9/8 EDAB Monthly Marketing Committee Meeting
- 9/10 Economic Development Advisory Board Meeting
- 9/10 Price Modern Vendor Meeting

## Board Meeting Minutes – November 19, 2025

- 9/10 HCPL Foundation Gala Committee Meeting
- 9/10 HCPL Program: Whisper & Quill Silent Book Club
- 9/11 Harford County 9/11 Commemoration Ceremony
- 9/11 MD Humanities Finance Committee Meeting
- 9/11 Cultural Arts Board Icon
  
- 9/15 WJZ Book Club Segment
- 9/15 HCPL Retiree Benefits Meeting: Transamerica
- 9/15 Kaleidoscope Taping
- 9/17 Harford County Benefits Consortium Meeting
- 9/17 RAMP MD Monthly Board Meeting
- 9/18 Harford County Chamber Board Meeting
- 9/18 Legislative Update Meeting
- 9/18 HCPL Riverside Headquarter Renovations - Design Meeting
- 9/18 HCPL Board of Trustees Meeting
- 9/19 MD Humanities Board Meeting
  
- 9/22 Harford County Drug Court Graduation
- 9/23 Harford County Benefits Consortium Medicare Final Review Meeting
- 9/23 HCPL Strategic Planning & Innovation Committee Meeting
- 9/23 HCPL Foundation Executive & Board Meeting
- 9/24 Harford County & HCPL Facilities Meeting
- 9/24 Harford County Benefits Consortium Quarterly Meeting
- 9/24 HCPL & Ingram Library Services Meeting
- 9/24 HCC President's Circle Dinner
  
- 9/30 MSAC County Arts Development Program Orientation

### **Programming and Events Highlights**

#### **November 2025**

Aberdeen's participation in the annual Trunk or Treat event in Festival Park was a tremendous success! This year's theme, *Charlotte's Web*, drew a total attendance of 600 people. Visitors loved the decorations—many remarked that they were inspired to re-watch the classic movie and reread the beloved book.

Families flocked to Abingdon dressed in their Halloween costumes for an evening of Halloween Hullabaloo. The highlight was the "Not-So-Spooky Haunted House" set up in the transformed Sensory Room. Attendees also enjoyed a wide array of crafts, games, and activities, making the event a memorable celebration for all ages.

The new Edgewood community puzzle initiative has become a big hit! After several customers requested a larger challenge, staff rearranged furniture to accommodate a 2,000-piece puzzle. Community members of all ages have participated enthusiastically, collaborating on the puzzle for over a week—and counting!

Havre de Grace's Halloween Hullabaloo was a festive success, attracting over 170 participants. Children and parents arrived in costume, selected and decorated pumpkins from the pumpkin patch, enjoyed games and crafts, and danced in the dance closet.

Jarrettsville hosted an after-hours murder mystery event titled *Foul Play in the Stacks*. Participants assumed character roles and worked both collaboratively and competitively to solve the mystery—uncovering the murderer, the method, and the motive. Attendees ranged from their 20s to retirees and thoroughly enjoyed the interactive experience. Many requested another session in the future.

Whiteford's Craft and Create: Day of the Dead program enjoyed a strong turnout. Participants celebrated the holiday through engaging craft activities that fostered creativity and community connection.

Norrisville held its second annual staff pumpkin decorating contest, with customers voting for their favorite designs. The winning entry was Melissa B.'s "Bloat the Pufferfish", which delighted visitors and staff alike.

## **October 2025**

Attendees enjoyed *Leadership Lessons from West Point and the Battlefield*, at the Bel Air branch, featuring Living Historian Kenneth Serfass as General Ulysses S. Grant. Staff and customers alike loved seeing "Grant" walking through the library in full costume and character.

Jarrettsville's *Ghost Hunt in the Library* was a thrilling success! The Baltimore Paranormal Society guided participants in using EMF readers to explore mysterious readings throughout the building. Though "Mr. and Mrs. Jarrett" remained silent, one attendee called it "an amazing experience."

The first Darlington *Whispering Pages on the Patio* offered a cozy, fireside reading experience. Adults relaxed by the lit fireplace, and were joined unexpectedly by a curious child and her grandmother who spotted the firelight from the parking lot and decided to join in.

Norrisville hosted their inaugural meeting of *Whispering Pages – A Quiet Book Club* in the pavilion. The peaceful outdoor setting fostered calm reflection and connection among readers, with plans to continue next month.

In partnership with the Sons of the American Revolution, the Edgewood branch hosted a *250th Anniversary of America* program exploring the early days of the Revolution and the events that sparked it.

Both sessions of Fallston's *Mahjongg Workshop* filled quickly. Participants were guided through the game's intricate rules, and everyone left eager to keep playing.

During a *RoboMasterminds* session at Havre de Grace, children used Lego Spike sets to build functioning Lego pinball machines—a huge hit! The branch is always grateful for these engaging, free programs.

Whiteford's *Lego Club* continues to be a Saturday favorite, with enthusiastic children and parents building creative projects together. Some of their masterpieces remain proudly on display in the children's area.

## **Teen Services Highlights**

### **November 2025**

Aberdeen's *Scary Stories from Around the World* program made a successful return after its debut during the 2023 Summer Reading Program. Teens once again took turns reading scary stories from their phones, sharing chills and laughs along the way. This year's activities included an elimination-style monster bracket, where participants voted for their favorite legendary creature, the ultimate winner being the Loveland Frog. Teens also participated in a lively Kahoot quiz, matching legendary creatures to their names, while learning about the historical origins of Yokai in Japan and North American lumberjack folklore.

A customer proudly shared that her teen son created his Halloween costume this year using skills he learned at the Bel Air Library. His costume featured a 3D-printed pirate hook and a customized coat that he enhanced with his own sewing work. Both the 3D printing and sewing skills were acquired through programs and resources offered at the branch.



During Teen After Hours, Darlington teens teamed up with 4-H of Harford County for a series of Halloween-themed science experiments. The highlight of the evening was a “bone bridge” engineering challenge, where teams competed to build bridges out of popsicle sticks strong enough to hold miniature pumpkins.

Fallston’s teen program, Fowl Play, brought in 15 enthusiastic participants for a creative afternoon of rubber duck decorating. Teens expressed their artistic sides and enjoyed personalizing their ducks, making it a lighthearted and popular seasonal program.

Joppa hosted another Teen Ping Pong Tournament on an early dismissal day, drawing a full room of participants. Teens spent the afternoon competing in friendly matches and cheering on their friends. The energy remained high throughout the event, and participants had a wonderful time vying for prizes while connecting with their peers.

Ms. Lugo Frasier shared highlights from several programs that she attended in recent months, including the Wheelchair Costume Workshop, and crafting and scavenger hunt programs.

## **October 2025**

Joppa teens got creative at this month’s *Teen Crafternoon*, designing their own unique bag charms. The group had a fun time experimenting with colors and patterns, and enthusiasm was high—many participants requested more bead crafting programs in the future.

The Aberdeen branch hosted its first *Teen Dungeons & Dragons* program in partnership with Critical Hit Games. A guest Game Master from the store brought character figurines, a whiteboard map, and a wealth of expertise. Although none of the teens knew each other beforehand, they quickly bonded as a team—working together to fend off goblin attacks and strategize their way through the game. Everyone left eager for the next session.

*Lipgloss Charms* was a hit with Abingdon teens attending to craft fun, fashionable accessories for their lip glosses. The finished products were as creative as they were cute, and the photos from the event generated strong engagement on social media, showcasing the teens’ artistic flair.

## **Marketing & Communications**

### **Kaleidoscope**

- Harford TV filmed the Kaleidoscope fall show on November 5. Director of Marketing & Communications, Leslie Greenly Smith, taps local talent to be featured on each episode and coordinates the in-studio taping schedule. The November 5<sup>th</sup> episode featured organizations included Bel Air Community Chorus, the Liriodendron Mansion, and the Luckiest Light, and FY26 HCCAB grantees will be highlighted between taped segments. Planning is underway for the next episode.

### **Social Media**

The HCPL social media audience & interaction continues to grow.

- Facebook = 34,903 total followers
  - HCPL Main Facebook – 10,947 followers
    - Views: 83,083
    - Interactions: 1,609
    - Link clicks: 270
    - Visits: 3,555
  - Branch Facebook combined – 23,956 followers
    - (10 branches (-DAR\*), Choose Civility, Rolling Reader, Silver Reader)

- \* = DAR Facebook page was hacked (date?) and is currently disabled
- Instagram = 10,546 followers
  - HCPL Main Instagram – 2,423 followers
    - Views: 16,384
    - Reach: 1,117
    - Interactions: 310
    - Visits: 183
  - Branch Instagram combined – 8,123 followers
    - (All 11 branches, Choose Civility, Rolling Reader, Silver Reader)
- HCPL Main X (formerly Twitter) – 1,809 followers
- HCPL Main LinkedIn – 1,165 followers
- HCPL Events Meetup – 1,233 members
- HCPL Weekly Newsletter – 25,903 subscribers
  - Sent 1 eNews per week for a total of 5 in October
    - Date sent: 10/2/25; Open rate: 24.63%
    - Date sent: 10/9/25; Open rate: 25.02%
    - Date sent: 10/16/25; Open rate: 24.75%
    - Date sent: 10/23/25; Open rate: 24.81%
    - Date sent: 10/30/25; Open rate: 25.49%
  - Sent 1 eNews per week for a total of 4 in September
    - Date sent: 9/4/25; Open rate: 25.42%
    - Date sent: 9/11/25; Open rate: 24.76%
    - Date sent: 9/18/25; Open rate: 23.94%
    - Date sent: 9/25/25; Open rate: 25%
  - Additional eNews sent - September
    - Family History Month
      - Audience: Past virtual genealogy program registrants
      - Date sent: 9/15/25; Open rate: 45.58%
    - Gala Tickets
      - Audience: Weekly eNews subscribers
      - Date sent: 9/16/25; Open rate: 25.81%
- Top Facebook posts
  - Inclusive Trunk-or-Treat - WBAL
    - Date: 10/3/25
    - Views: 13,317; Interactions: 116
  - Staff day
    - Date: 10/16/25
    - Views: 8,305; Interactions: 109
  - Inclusive Trunk-or-Treat - WJZ
    - Date: 10/3/25
    - Views: 6,672; Interactions: 52
  - Another new cardholder, another adventure just beginning!
    - Date: 9/23/25
    - Views: 4,164; Interactions: 75
  - Doors are open for our second Whisper & Quill
    - Date: 9/10/25
    - Views: 3,365; Interactions: 27
  - Cheers to these little readers on their 1000 Books Before Kindergarten journey!
    - Date: 9/28/25
    - Views: 3,143; Interactions: 59
- Top Facebook reels
  - Book Bite - "Clean Getaway"

- Date: 10/12/25
    - Views: 630; Interactions: 22
  - Put a Face to a Name with Lisa Lisson
    - Date: 10/9/25
    - Views: 510; Interactions: 23
  - Family History Month! - They All Resided in the Same Area: Creating a Locality Guide
    - Date: 10/7/25
    - Views: 57; Interactions: 19
  - One Card, Endless Possibilities!
    - Date: 9/15/25
    - Views: 1,889; Interactions: 108
  - Book Bite – “In the Garden of Spite”
    - Date: 9/3/25
    - Views: 1,051; Interactions: 40
  - Book Bite – “Early Departures”
    - Date: 9/26/25
    - Views: 866; Interactions: 43
  - Thank you for an amazing Summer Reading 2025!
    - Date: 9/9/25
    - Views: 695; Interactions: 49
- Top Instagram Posts
  - Breast cancer awareness lights at ABG and BA
    - Date: 10/16/25
    - Views: 172; Interactions: 6
  - Staff day
    - Date: 10/16/25
    - Views: 864; Interactions: 21
  - Inclusive Trunk-or-Treat - WBAL
    - Date: 10/3/25
    - Views: 775; Interactions: 16
  - Have you joined the wonderful Story Times at HCPL?
    - Date: 9/20/25
    - Views: 655; Interactions: 15
  - Our 2<sup>nd</sup> Whisper & Quill Book Club was a wonderful way to continue celebrating HCPL’s 80<sup>th</sup> anniversary!
    - Date: 9/26/25
    - Views: 648; Interactions: 21
  - Another new cardholder, another adventure just beginning!
    - Date: 9/23/25
    - Views: 566; Interactions: 10
- Top Instagram Reels
  - Book Bite - "Nature All Around: Birds"
    - Date: 10/29/25
    - Views: 172; Interactions: 6
  - Tour the FamilySearch Labs with Dana Chou
    - Date: 10/16/25
    - Views: 163; Interactions: 5
  - Create a Locality Guide with Jeanette Sheliga
    - Date: 10/2/25
    - Views: 111; Interactions: 3
  - One Card, Endless Possibilities!
    - Date: 9/15/25
    - Views: 460; Interactions: 26

- Book Bite – “In the Garden of Spite”
  - Date: 9/3/25
  - Views: 281; Interactions: 23
- Book Bite – “Early Departures”
  - Date: 9/26/25
  - Views: 313; Interactions: 6
- Thank you for an amazing Summer Reading 2025!
  - Date: 9/9/25
  - Views: 225; Interactions: 14

Library Card Sign-Up Month Campaign - September

- 21 posts, stories, and reels across Facebook and Instagram
  - Views: 14,003
  - Interactions: 379

Family History Month Campaign - October

- October is Family History Month. A comprehensive social media campaign was created/executed that included posts, reels, and stories across Facebook, Instagram, and LinkedIn. The Campaign was a success with a total of 9,295 views and 178 interactions.
- 'Thanks for Joining'/'Sorry We Missed You' emails were also sent to registrants who attended/weren't able to attend the virtual programs throughout the month.
  - Thanks for joining - They all resided in the same area
    - Date sent: 10/8/25; Open rate: 67.55%
  - We missed you - They all resided in the same area
    - Date sent: 10/8/25; Open rate: 69.23%
  - Thanks for joining - Putting a face to a name
    - Date sent: 10/15/25; Open rate: 78.69%
  - We missed you - Putting a face to a name
    - Date sent: 10/15/25; Open rate: 60.24%
  - Thanks for joining - A tour of FamilySearch labs
    - Date sent: 10/22/25; Open rate: 73.27%
  - We missed you - A tour of FamilySearch labs
    - Date sent: 10/22/25; Open rate: 62.03%
- Family History Month Programming
  - The following virtual programs were offered:
  - They All Resided in the Same Area: Creating a Locality Guide
    - Tuesday, October 7 at 6:30pm
    - 134 attendees
  - Putting a Face to a Name: Finding Old Family Photos
    - Tuesday, October 14 at 6:30pm
    - 101 attendees
  - A Tour of FamilySearch Labs
    - Tuesday, October 21 at 6:30pm
    - 144 attendees

Programs and Partnerships

21<sup>st</sup> Annual Foundation Gala – *Epic Rewind: Eighties in the Stacks*

- 31 MRFs were completed to support this event

Winter Reading 2026 - *80 Winters of Wonder*

Open to high school students and adults, registration will begin on December 20. Participants who complete their required number of books, 3 for high schoolers or 5 for adults, will earn this year's mug, available while supplies last. Bingo will return this year. The program ends March 20.

#### Winter CheckOut – December 2025/January/February 2026

The new winter CheckOUT has been added to HCPLonline.org and print copies will soon be available in all HCPL locations. The current issue is 24 pages in length and features all programs/events happening in December, January, and February. Highlights also include *80 Winters of Wonder/Winter Reading*, Fairy Tale & Superhero Festival, Romance Author Fest, Women's Summit, Taste of Harford, and more.

#### Library Card Sign Up Month

Celebrated annually in September, Harford County residents were encouraged to sign-up for an HCPL card, if they do not already have one. This year's theme, *One Card, Endless Possibilities*, was a reminder that libraries are for everyone – no matter your age, background, or goals. A robust social media campaign was in place for the month, and 1,261 new library cards were opened during September.

#### Opening the Gift Redesign

This immensely popular and well-loved HCPL initiative was rebranded with an engaging new logo and a colorful, fun, and comprehensive redesign of the monthly thematic newsletter.

#### Breast Cancer Awareness Month

During the month of October, all HCPL locations display pink ribbon decals on main entrances to raise awareness and serve as a reminder to the community of the importance of regular preventative screenings.

#### Outreach – Harford County Wine Festival

Attendees of this annual, sold-out event were invited to stop by the Library table to pick up one of the super popular and collectable HCPL wine glass lanyards. This year, in honor of HCPL's 80<sup>th</sup> Anniversary, a new wine lanyard was designed by the marketing team and was very well received by attendees. Total attendance was anticipated to be 2,000 people.

- September 27
- 1,125 visitors to HCPL table

#### Community Partnership – Harford County SOCKtober

In partnership with Harford County Government, all HCPL locations collected socks, mittens, hats, and gloves during the month of October. Donated items benefit local Harford County homeless and veterans. Over 30 large boxes of donations were collected.

#### One Maryland One Book

Harford County readers were invited to join thousands of Marylanders this fall who will be reading this year's featured title, *Kin: Rooted in Hope*, by Carole Boston Weatherford and art by Jeffery Boston Weatherford. Book discussions began in September and will continue to take place throughout October at several HCPL locations. A limited number of free books are available, while supplies last. One Maryland One Book is a program of Maryland Humanities. This project was made possible in part by the Institute of Museum and Library Services and the Maryland State Library.

- 15 MRFs (or graphics) completed to support this program

#### Wheelchair Costume Workshop and Inclusive Trunk or Treat

- 8 MRFs completed to support this event

#### HCPL 80<sup>th</sup> Anniversary

We are continuing to commemorate HCPL's 80<sup>th</sup> Anniversary. The HCPL special logo has been incorporated into all collateral marketing pieces, all digital footprints, as well as on all promotional swag. A variety of fun events and engaging programs are taking place in branches and system-wide.

- Additional copies of the 80<sup>th</sup> Anniversary bookmark have been printed and distributed.

- The Broom's Bloom Dairy signature, *Librarian Lemon Lavender* flavored ice cream wrapped up its run in mid-August and was a tremendous success. Not to worry, though- it made another appearance at the Gala in November.
- We've also partnered with Fiore Winery & Distillery who have bottled a signature red wine, named *Read Between the Wines* and an exclusive vodka named, *Chapter 80 Vodka*. Both launched at the September 10 *Whisper & Quill Quiet Book Club* event at Fiore. The marketing team designed both labels and they really captured the spirit of HCPL's 80<sup>th</sup> Anniversary. They also designed and produced all collateral marketing pieces used to promote the wine/vodka release. One dollar from each bottle sold will be donated back to HCPL. We thank Fiore for their generous partnership. We also planned for representatives of Fiore to be on-hand to sell both *Read Between the Wines* and *Chapter 80 Vodka* at the Gala.
- *Whisper & Quill, A Quiet Book Club* series continued this fall. In honor of HCPL's 80<sup>th</sup> Anniversary, this quarterly series of silent reading sessions will take place at select Harford County establishments. The fall event took place at Fiore Winery & Distillery.
  - September 10
  - 44 attendees, many of whom purchased not only bottles but cases of wine! Many bottles of vodka were also purchased that evening.
- The 2026 Winter Reading theme is *80 Winters of Wonder* so look for many additional programs and events planned in celebration of the 80<sup>th</sup> Anniversary.

#### Marketing Request Forms (MRFs) Completed in September & October

Promotional materials for HCPL programs and events are created, proofed, and produced by the team. The group completed more than 123 Marketing Request Forms (MRFs/jobs) in September and 109 MRFs in October. These jobs involve designs for several different mediums, everything from printed flyers or posters to digital files, such as graphics for the various social media platforms, flatscreens, and webslides. These MRFs include materials and promotions needed for system-wide events coordinated by the marketing team as well as branch programs, and Foundation events/initiatives.

#### Additional Views for Previously Reported Programs, Events, and Partnerships

- Book Bites, 1-minute videos of "bite-size" book recommendations from HCPL
  - 268 views total – October for all age groups
  - 299 views total – September for all age groups
  - Genealogy – past virtual programs
    - 16 total views in October
    - 82 total views in September

#### Recent Media Hits and Press Mentions

##### Press Releases Distributed

- *HCPL Announces Featured Programs in November* – October 27
- *More Than 650 Participate in HCPL Foundation's Wheelchair Costume Workshop and Inclusive Trunk or Treat at Coppermine* – October 10
- *HCPL Participates in 2025 Maryland STEM Festival* – October 6
- *HCPL Announces New Cultural Arts & Community Outreach Coordinator* – October 2
- *HCPL Celebrates Family History Month with Genealogy Programs* – September 30
- *HCPL Announces Featured October Programs* – September 22
- *HCPL Foundation Announces \$10,000 Donation from Rosedale Bank in Continued Support of the Innovation Lab* – September 10
- *HCPL Hosts Variety of Guest Presenters in September* – September 8
- *HCPL Celebrates National Library Card Sign-up Month* – September 5
- *Tickets for HCPL Foundation's 21<sup>st</sup> Annual Gala, "Epic Rewind: Eighties in the Stacks" on sale* – September 2

### Television

- “Wheelchair Costume Workshop & Inclusive Trunk or Treat”
  - October 5
    - *WJZ-TV9*
  - October 4
    - *WJZ-TV9*
  - October 3
    - *WJZ-TV9*
    - *WBAL-TV11*
  - September 29
    - *Fox45 News*
- “Book Club with HCPL CEO, Mary Hastler”
  - September 15
    - *WJZ-TV9*

### Print

- “November Featured Programs”
  - October 30
    - *Bel Air News & Views*
  - October 28-31
    - *The Patch Daily eNewsletters – Aberdeen, Bel Air, Fallston, & Havre de Grace*
  - October 28
    - *Harford County Living*
  - October 27
    - *The Patch – Aberdeen, Bel Air, Fallston, & Havre de Grace*
    - *I95 Business (online)*
    - *Harford County Chamber of Commerce*
- “Maryland STEM Festival”
  - October 10
    - *Harford County Living Weekly eNewsletter*
  - October 7-24
    - *The Patch Daily eNewsletters – Aberdeen, Bel Air, Fallston, & Havre de Grace*
  - October 6
    - *Bel Air News & Views*
    - *The Patch – Aberdeen, Bel Air, Fallston, & Havre de Grace*
    - *I95 Business (online)*
    - *Harford County Chamber of Commerce*
- “Wheelchair Costumer Workshop & Inclusive Trunk or Treat”
  - October 14
    - *Bel Air News & Views*
  - October 11-31
    - *The Patch Daily eNewsletters – Aberdeen, Bel Air, Fallston, & Havre de Grace*
  - October 10
    - *The Patch – Aberdeen, Bel Air, Fallston, & Havre de Grace*
    - *I95 Business (online)*
    - *Harford County Chamber of Commerce*
  - October 3
    - *The Aegis (online)*
- “New Cultural Arts & Community Outreach Coordinator”
  - October 8
    - *The Aegis*
  - October 3-24

- *The Patch Daily eNewsletters – Aberdeen, Bel Air, Fallston, & Havre de Grace*
- October 2
  - *Bel Air News & Views*
  - *Harford County Living*
  - *The Patch – Aberdeen, Bel Air, Fallston, & Havre de Grace*
  - *I95 Business (online)*
  - *Harford County Chamber of Commerce*
- “Family History Month”
  - September 30
    - *The Patch – Aberdeen, Bel Air, Fallston, & Havre de Grace*
    - *I95 Business (online)*
    - *Harford County Chamber of Commerce*
- “Featured October Programs”
  - September 26
    - *Harford County Living*
  - September 22
    - *The Patch – Aberdeen, Bel Air, Fallston, & Havre de Grace*
    - *I95 Business (online)*
    - *Harford County Chamber of Commerce*
- “Rosedale Bank Donation”
  - September 30
    - *I95 Business eNewsletter*
  - September 18
    - *Bel Air Brief*
  - September 17
    - *The Aegis*
  - September 15
    - *Bel Air News & Views*
  - September 11-30
    - *The Patch Daily eNewsletters – Aberdeen, Bel Air, Fallston, & Havre de Grace*
  - September 10
    - *The Patch – Aberdeen, Bel Air, Fallston, & Havre de Grace*
    - *I95 Business (online)*
    - *Harford County Chamber of Commerce*
- “September Guest Presenters”
  - September 12
    - *Bel Air News & Views*
  - September 9
    - *The Patch Daily eNewsletters – Aberdeen, Bel Air, Fallston, & Havre de Grace*
  - September 8
    - *The Patch – Aberdeen, Bel Air, Fallston, & Havre de Grace*
    - *I95 Business (online)*
    - *Harford County Chamber of Commerce*
- “National Library Card Sign-up Month”
  - September 10
    - *The Aegis*
  - September 5
    - *The Patch – Aberdeen, Bel Air, Fallston, & Havre de Grace*
    - *I95 Business (online)*
    - *Harford County Chamber of Commerce*
    - *Bel Air News & Views*
- “21<sup>st</sup> Annual Gala Tickets on Sale”



- September 5
  - *Harford County Living Weekly eNewsletter*
  - *Harford County Living*
- September 4
  - *Bel Air Brief*
  - *Bel Air News & Views*
- September 3-10
  - *The Patch Daily eNewsletters – Aberdeen, Bel Air, Fallston, & Havre de Grace*
- September 2
  - *The Patch – Aberdeen, Bel Air, Fallston, & Havre de Grace*
  - *I95 Business* (online)
  - *Harford County Chamber of Commerce*
  - *Bel Air News & Views*
- “Epic Art Weekend”
  - September 2025
    - *Havre de Grace Arts Collective eNewsletter*

## October 2025

### Social Media

The HCPL social media audience & interaction continues to grow.

- Facebook = 35,661 total followers
  - HCPL Main Facebook – 10,910 followers
    - Views: 80,700
    - Interactions: 1,800
    - Link clicks: 163
    - Visits: 2,700
  - Branch Facebook combined – 24,751 followers
    - (All 11 branches, Choose Civility, Rolling Reader, Silver Reader)
- Instagram = 10,470 followers
  - HCPL Main Instagram – 2,387 followers
    - Views: 19,000
    - Reach: 1,700
    - Interactions: 333
    - Visits: 138
  - Branch Instagram combined – 8,083 followers
    - (All 11 branches, Choose Civility, Rolling Reader, Silver Reader)
- HCPL Main X (formerly Twitter) – 1,815 followers
- HCPL Main LinkedIn – 1,140 followers
- HCPL Events Meetup – 1,208 members
- HCPL Weekly Newsletter – 25,849 subscribers
  - Sent 1 eNews per week for a total of 4 in September
    - Date sent: 9/4/25; Open rate: 25.42%
    - Date sent: 9/11/25; Open rate: 24.76%
    - Date sent: 9/18/25; Open rate: 23.94%
    - Date sent: 9/25/25; Open rate: 25%
  - Additional eNews sent
    - Family History Month
      - Audience: Past virtual genealogy program registrants
      - Date sent: 9/15/25; Open rate: 45.58%
    - Gala Tickets

- Audience: Weekly eNews subscribers
  - Date sent: 9/16/25; Open rate: 25.81%
- Top Facebook posts
  - Another new cardholder, another adventure just beginning!
    - Date: 9/23/25
    - Views: 4,164; Interactions: 75
  - Doors are open for our second Whisper & Quill
    - Date: 9/10/25
    - Views: 3,365; Interactions: 27
  - Cheers to these little readers on their 1000 Books Before Kindergarten journey!
    - Date: 9/28/25
    - Views: 3,143; Interactions: 59
- Facebook reels
  - One Card, Endless Possibilities!
    - Date: 9/15/25
    - Views: 1,889; Interactions: 108
  - Book Bite – “In the Garden of Spite”
    - Date: 9/3/25
    - Views: 1,051; Interactions: 40
  - Book Bite – “Early Departures”
    - Date: 9/26/25
    - Views: 866; Interactions: 43
  - Thank you for an amazing Summer Reading 2025!
    - Date: 9/9/25
    - Views: 695; Interactions: 49
- Top Instagram Posts
  - Have you joined the wonderful Story Times at HCPL?
    - Date: 9/20/25
    - Views: 655; Interactions: 15
  - Our 2<sup>nd</sup> Whisper & Quill Book Club was a wonderful way to continue celebrating HCPL’s 80<sup>th</sup> anniversary!
    - Date: 9/26/25
    - Views: 648; Interactions: 21
  - Another new cardholder, another adventure just beginning!
    - Date: 9/23/25
    - Views: 566; Interactions: 10
- Instagram Reels
  - One Card, Endless Possibilities!
    - Date: 9/15/25
    - Views: 460; Interactions: 26
  - Book Bite – “In the Garden of Spite”
    - Date: 9/3/25
    - Views: 281; Interactions: 23
  - Book Bite – “Early Departures”
    - Date: 9/26/25
    - Views: 313; Interactions: 6
  - Thank you for an amazing Summer Reading 2025!
    - Date: 9/9/25
    - Views: 225; Interactions: 14

#### Library Card Sign-Up Month Campaign

- 21 posts, stories, and reels across Facebook and Instagram

- Views: 14,003
- Interactions: 379

### Programs and Partnerships

#### 21<sup>st</sup> Annual Foundation Gala – *Epic Rewind: Eighties in the Stacks*

- 17 MRFs have been completed thus far to support this event
- As of 10/1, an additional 8 MRFs have been submitted to Marketing and more are expected in the upcoming weeks.

#### Library Card Sign Up Month

Celebrated annually in September, Harford County residents were encouraged to sign-up for an HCPL card, if they do not already have one. This year's theme, *One Card, Endless Possibilities*, was a reminder that libraries are for everyone – no matter your age, background, or goals. A robust social media campaign was in place for the month and 1,261 new library cards were opened during September.

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One Maryland One Book is a program of Maryland Humanities. This project was made possible in part by the Institute of Museum and Library Services and the Maryland State Library.

- 15 MRFs (or graphics) completed thus far to support this program

#### Wheelchair Costume Workshop and Inclusive Trunk or Treat

- 8 MRFs completed thus far to support this event

#### Genealogy Programming

October is Family History Month, and the following virtual programs will be offered:

- They All Resided in the Same Area: Creating a Locality Guide
  - Tuesday, October 7 at 6:30pm
  - Register at: [https://us06web.zoom.us/webinar/register/WN\\_z3wx5ZIBSlaV4iPd9dF5w#/registration](https://us06web.zoom.us/webinar/register/WN_z3wx5ZIBSlaV4iPd9dF5w#/registration)
- Putting a Face to a Name: Finding Old Family Photos
  - Tuesday, October 14 at 6:30pm
  - Register at: [https://us06web.zoom.us/webinar/register/WN\\_pEMpTPEwQeSVMBpHg\\_xhPw#/registration](https://us06web.zoom.us/webinar/register/WN_pEMpTPEwQeSVMBpHg_xhPw#/registration)
- A Tour of FamilySearch Labs
  - Tuesday, October 21 at 6:30pm
  - Register at: [https://us06web.zoom.us/webinar/register/WN\\_905-MXhjQCKfmpqemXhbuw#/registration](https://us06web.zoom.us/webinar/register/WN_905-MXhjQCKfmpqemXhbuw#/registration)

### HCPL 80<sup>th</sup> Anniversary

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- Additional copies of the 80<sup>th</sup> Anniversary bookmark have been printed and distributed.
- The Broom's Bloom Dairy signature flavored ice cream, *Librarian Lemon Lavender*, wrapped up its run in mid-August and was an enormous success. Not to worry, though- it will make another appearance at the Gala in November.
- We've also partnered with Fiore Winery & Distillery who have bottled a signature red wine, named *Read Between the Wines* and an exclusive vodka named, *Chapter 80 Vodka*. Both launched at the September 10 *Whisper & Quill Quiet Book Club* event at Fiore. The marketing team designed both labels and they really captured the spirit of HCPL's 80<sup>th</sup> Anniversary. They also designed and produced all collateral marketing pieces used to promote the wine/vodka release. One dollar from each bottle sold will be donated back to HCPL. We thank Fiore for their generous partnership. We also planned for representatives of Fiore to be on-hand to sell both *Read Between the Wines* and *Chapter 80 Vodka* at the Gala.
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  - September 10
  - 44 attendees, many of whom purchased not only bottles but cases of wine! Many bottles of vodka were also purchased that evening.
- The 2026 Winter Reading theme is *80 Winters of Wonder* so look for many additional programs and events planned in celebration of the 80<sup>th</sup> Anniversary.

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Continuing the celebration of our 80<sup>th</sup> anniversary, *80 Winters of Wonder* is the theme for Winter Reading 2026. Open to high school students and adults, registration will begin on December 20. Participants who complete their required number of books, 3 for high schoolers or 5 for adults, will earn this year's mug, available while supplies last. The program ends March 20.

### Winter CheckOut – December 2025/January/February 2026

Layout of the new winter CheckOut is underway. Featuring programs happening in December, January, and February, Winter Reading 2026, *80 Winters of Wonder*, will be highlighted.

### Marketing Request Forms (MRFs) Completed in September

Promotional materials for HCPL programs and events are created, proofed, and produced by the team. The group completed more than 123 Marketing Request Forms (MRFs/jobs) in September. These jobs involve designs for several different mediums, everything from printed flyers or posters to digital files, such as graphics for the various social media platforms, flatscreens, and webslides. These MRFs include materials and promotions needed for system-wide events coordinated by the marketing team as well as branch programs, and Foundation events/initiatives.

### Additional Views for Previously Reported Programs, Events, and Partnerships

- Book Bites, 1-minute videos of "bite-size" book recommendations from HCPL
  - 299 views total – September for all age groups
- Genealogy – past virtual programs
  - 82 total views

### Recent Media Hits and Press Mentions

### Press Releases Distributed

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- *HCPL Announces Featured October Programs – September 22*
- *HCPL Foundation Announces \$10,000 Donation from Rosedale Bank in Continued Support of the Innovation Lab – September 10*
- *HCPL Hosts Variety of Guest Presenters in September – September 8*
- *HCPL Celebrates National Library Card Sign-up Month – September 5*
- *Tickets for HCPL Foundation’s 21<sup>st</sup> Annual Gala, “Epic Rewind: Eighties in the Stacks” on sale – September 2*

#### Television

- “Wheelchair Costume Workshop and Inclusive Trunk or Treat”
  - September 29
    - *Fox45 News*
- “Book Club with HCPL CEO, Mary Hastler”
  - September 15
    - *WJZ-TV9*

#### Print

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  - September 30
    - *The Patch – Aberdeen, Bel Air, Fallston, & Havre de Grace*
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  - September 26
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- “Epic Art Weekend”
  - September 2025
    - *Havre de Grace Arts Collective eNewsletter*

## **Foundation**

### **November 2025**

The Harford County Public Library Foundation met on October 28th at 8:30 am via Zoom. The next meeting will take place on November 25, at 6:30 pm at the Abingdon Library.

### **Board Development**

At the meeting, Brianna Stienbaugh was unanimously elected to the Board. Brianna serves as an adjunct faculty member with Towson University and holds a Master's degree in Experimental Psychology from Towson.

John Michael, a Real Estate Advisor with MacKenzie Commercial Real Estate Services, was introduced as a prospective candidate for Board membership.

### **2025 Annual Gala – Epic Rewind: Eighties in the Stacks Raised \$100,000+ Net**

The 21st Annual Gala, “Epic Rewind: Eighties in the Stacks,” held November 1 at the Abingdon Library, raised \$100,000 net in support of Library programs.

The sold-out event welcomed 650 guests for an unforgettable evening celebrating the Library’s 80th anniversary. Guests enjoyed 1980s-themed décor, music by The New Romance, and a gourmet menu from top local restaurants. Highlights included a live auction led by WMAR-2’s Kristy Breslin and Harford County Register of Wills Derek Hopkins, a Saxon’s Diamond Centers jewelry raffle, and a spirited silent auction.

Planning is already underway for the 22<sup>nd</sup> annual gala, “A Winter’s Ball, Revolution in the Stacks,” scheduled for Saturday, November 7, 2026. The Bachelor Boys Band, Pairings Bistro, the Local, Full Circle Boards, and Matsuri Sushi have already been secured for the event.

### **Economic Update by Anirban Basu**

Anirban Basu will return to the Abingdon Library on January 8<sup>th</sup> at 8 am. To date \$6,500 in sponsorships has been secured. Tickets are \$60 and are available online.

### **Annual Giving**

The 2026 Annual Giving video and web page are complete and expected to launch by November 19th. Giving Tuesday is December 2<sup>nd</sup>.

### **Summer Reading Program**

The Summer Reading Program Campaign is underway. Marketing materials are planned for delivery by November 18<sup>th</sup>.

### **Potential Title Sponsorships**

Rosedale Bank has expressed interest in sponsoring *Stream Works* at the Bel Air Library. A five-year, \$25,000 proposal (\$5,000 annually) has been submitted for consideration. Kiddie Academy has also expressed interest in sponsoring a Library collection.

### **Build the Future over Breakfast – Panel Discussion #2**

The Maryland Economic Development Corporation (MEDCO) has requested HCPL's continued partnership to host a second business breakfast this winter, convening influential leaders from the defense, education, and economic development sectors for a high-level, strategic presentation and discussion around data.

### **Blue Career from EBSCO**

The HCPL Foundation successfully secured \$8,500 in Institute of Museum and Library Services (IMLS) grant funding for workforce development, etc., to add the *Blue Career* database to the Library's online resources. This platform supports skilled trades career development with access to training, assessments, and job connections across 100 specialties including electrical, plumbing, HVAC, welding, automotive, and construction. Links are available on HCPL's Database, Career, Online Learning, and School Support Central pages.

### **Taste of Harford**

Save the Date – the 2026 Taste of Harford—will be held on Sunday, May 17<sup>th</sup> from 1:00–4:00 PM at Vignon Manor Farm.

### **Statement of Financial Position September 30, 2025**

#### **Current Assets**

##### **ASSETS**

Checking/Savings	\$ 1,668,559.83
Accounts Receivable/Prepaid Other	\$ 50,525.00
Other Current Assets (Prepaid)	\$ 7,893.18
Total Current Assets	\$ 1,726,978.01

##### **LIABILITIES & EQUITY**

Accounts Payable	\$ 1,450.00
Other Current Liabilities	\$ 42,175.51
Total Current Liabilities	\$ 43,625.51

##### **Equity**

Temporarily Restricted Net Assets	\$ 1,287,384.56
Board Designated Net Assets	\$ 648.42
Unrestricted Net Assets	\$ 301,062.05
Net Income	\$ 94,257.47
Total Equity	\$ 1,683,352.50

**TOTAL LIABILITIES & EQUITY**      **\$ 1,726,978.01**

### **October 2025**

The Harford County Public Library Foundation met on September 23rd at 6:30 p.m. at the Abingdon Library. The next meeting will be held on October 28th at 6:30 p.m. at the Abingdon Library.

### **Audit Update**

The Foundation's annual audit, conducted by Ellin & Tucker, was presented at the September 23rd meeting. The report reflected a strong financial position and continued growth in both event and investment income. The audit found no exceptions, an outcome that highlights the Foundation's fiscal integrity and the dedication of our staff and volunteers.

### **2025 Annual Gala – *Epic Rewind: Eighties in the Stacks***

**Saturday, November 1, 2025 | 6:00–10:00 p.m. | Abingdon Library**

Get ready for an unforgettable evening celebrating Harford County Public Library's 80 years of service! This year's Gala, *Epic Rewind: Eighties in the Stacks*, promises to be a high-energy, nostalgia-filled celebration of one of the most iconic decades. Guests will enjoy an evening of vibrant décor, delicious cuisine, live entertainment, and a few delightful surprises straight out of the 1980s.

Behind the scenes, the Gala Committee has been working diligently to coordinate sponsorships, décor, entertainment, and auction packages. The effort is significant, but the results are inspiring. To date, we've raised \$115,400 in sponsorships and more than \$25,000 in individual ticket sales. We are officially sold out.

We are on target to raise more than \$90,000 net for the Library.

### **Saxon's Diamond Centers Jewelry Raffle**

The 2025 Gala Raffle features three exquisite pieces generously donated by Saxon's Diamond Centers:

- Diamond Tennis Bracelet – 14kt white gold, bar link style, 4.03 carats in natural diamonds | *Value: \$10,950*
- Diamond Stud Earrings – 14kt white gold, martini style, 4 prong, 2.01 carats in natural diamonds | *Value: \$11,250*
- Sapphire and Diamond Ring – 18kt white gold, 2.1 carats natural sapphires, 0.43 carats diamonds | *Value: \$10,350*

One lucky winner will choose which stunning piece to take home. Tickets are available at Library branches and online through October 20th for \$10 each or 3 for \$25.

### **Wheelchair Costume Workshop and Inclusive Trunk or Treat**

**October 3–4 | Coppermine Bel Air Athletic Club**

This year's Wheelchair Costume Workshop brought together more than 100 volunteers who built seven custom-designed costumes for children who use wheelchairs. The Inclusive Trunk or Treat event welcomed over 650 participants for a day filled with creativity, joy, and community connection. More than \$5,000 was raised to support this extraordinary initiative.

Spooktacular Sponsors: American Design and Build, Ltd., American Sentry Solar, APGFCU, and Harford Center.

Pick of the Patch Sponsors: Growing Smiles, Rosedale Bank, Sharon and Brian Lipford  
Hocus Pocus Sponsors: Matthew and Laura Allison, McLaughlin Physical Therapy and Hand Rehabilitation, Inc., Mt. Washington Pediatric Hospital, and RG Group.

Media Coverage for the event was widespread:

**Fox 45**

September 29, 2025

<https://foxbaltimore.com/fox45-mornings/trending-now-harford-county-public-library-inclusive-halloween-event#>



**WJZ-TV/WJZ@9**

October 3, 2025

<https://www.cbsnews.com/baltimore/video/around-town-inside-look-at-harford-county-public-library-foundations-wheelchair-costume-workshop/>

**WJZ-TV**

October 3, 2025

A story about the Wheelchair Costume Workshop and Inclusive Trunk or Treat ran. Video from the day was used as b-roll during the credits, and Denise Koch spoke highly about the excellent work the volunteers did at the event.

**WBAL-TV**

October 3, 2025

<https://www.wbaltv.com/article/harford-county-inclusive-halloween-costumes-wheelchairs/68815937>

**The Aegis (Online)**

October 3, 2025

<https://www.baltimoresun.com/2025/10/03/wheelchair-costume-workshop-photos-2/>

**WJZ-TV/11 p.m. Newscast**

October 4, 2025

The station ran a package with video from Friday's story and photos of the completed costumes.

**WJZ-TV/8 a.m. Newscast**

October 5, 2025

The station ran a package with video from Friday's story and photos of the completed costumes.

**2026 Game Changers Business Series**

The 2026 Game Changers Business Series will kick off on January 8, 2026, at the Abingdon Library, featuring renowned economist Dr. Anirban Basu. To date, \$6,500 has been raised in sponsorship support for this event. Tickets are on sale now for \$60.

**Winter Reading Program**

Planning is underway for the 2026 Winter Reading Program, and we are delighted to share that \$7,500 has already been raised in sponsorships. All last year's sponsors have returned, and participation is expected to exceed 6,000 readers this season.

**Annual Giving Campaign**

Production is underway for the Annual Giving Video, which will launch later this fall, in time for Giving Tuesday. Last year's appeal was the most successful in the Foundation's history, and we look forward to building on that momentum with another inspiring message that highlights the Library's impact on our community.

**Save the Date – 2026 Taste of Harford**

Mark your calendars! The 2026 Taste of Harford will take place on Sunday, May 17th, from 1:00–4:00 p.m. at Vignon Manor Farm. This signature event will once again celebrate Harford County's finest cuisine, music, and community spirit in a beautiful setting.

**Statement of Financial Position August 31, 2025**

**Current Assets**

**ASSETS**

Checking/Savings	\$ 1,616,032.58
Accounts Receivable/Prepaid Other	\$ 41,450.00
Other Current Assets (Prepaid)	\$ 8,961.32

Total Current Assets	\$ 1,666,443.90
<b>LIABILITIES &amp; EQUITY</b>	
Accounts Payable	\$ 1,450.00
Other Current Liabilities	\$ 39,144.06
Total Current Liabilities	\$ 40,594.06

### **Equity**

Temporarily Restricted Net Assets	\$ 1,286,044.24
Board Designated Net Assets	\$ 648.42
Unrestricted Net Assets	\$ 302,402.37
Net Income	\$ 36,754.81
Total Equity	\$ 1,625,849.84

### **TOTAL LIABILITIES & EQUITY \$ 1,666,443.90**

Thank you for your efforts on behalf of the Library and the Foundation. We deeply appreciate the HCPL Board of Trustee's continued support and dedication to the Harford County Public Library Foundation.

## **Cultural Arts Board**

### **Financials**

- HCCAB's first Maryland State Arts Council (MSAC) funding distribution of \$145,971.75 was received. This represents 75% of the total FY26 award. The remaining 25% will be distributed following the submission and acceptance of the November quarterly report, which is due to MSAC on November 15.
- The Board reviewed current financials and budget projections for the remainder of FY26. Most of the FY26 funding from MSAC was obligated at the October 2025 meeting (\$147,000 Community Arts Development grants; \$5,893 Arts in Education grants). Meg McReynolds, Cultural Arts & Community Outreach Coordinator, will present plans in December to address the current carryover amount, \$170,152, which must be obligated by June 30, 2026.

### **FY2026 Grants and Sponsorships**

- All Community Arts Development (CAD) grant agreements have been completed and returned by grantees, and the first grant payments have been processed by the Finance office. Grantees are picking up checks in person to ensure no checks are lost in the mail.
  - Note: A listing of FY26 CAD grantees is posted on the HCCAB website: <https://www.culturalartsboard.org/fy26-grant-recipients.html>.
- There are ongoing challenges with HCCAB's grant management software, GrantSpace, including technical issues and service delays. Interim and final reports for the FY26 awards will be managed outside of GrantSpace given the ongoing challenges.
  - Note: There is one more year left in our 3-year contract (signed in 2024), and we plan to explore with counsel if we have grounds to cancel the contract due to ongoing service and technical issues.
- HCCAB members reviewed three applications received in October for Arts in Education grants requesting \$6,308.10 in funding.
  - HCCAB approved two of the three applications totaling \$3,810 in funding.
  - Board members are considering a sponsorship for the third applicant, as they are interested in supporting the program, but do not believe it meets the eligibility criteria for Arts in Education grants. Meg McReynolds will follow up with the applicant.
  - Arts in Education grants for FY26 currently total \$9,703, with \$20,297 remaining in the budget to be awarded on a rolling basis until funds are depleted.

### **Administrative Updates**

- Planning has begun for the FY27 Maryland State Arts Council (MSAC) County Arts Development Grant application, which is due on January 31, 2026. The application requires the submission of a 3-year strategic plan highlighting HCCAB's goals. Given the short turnaround time, HCCAB will submit an outline of initial goals, with the intention of completing full strategic planning with community input

early in 2026. MSAC approved this approach in a meeting with David Mitchell, Program Director, held on October 29, 2026.

- Additional MSAC updates shared with the board include:
  - MSAC is revising the County Arts Development program guidelines for FY2028. Two virtual public listening sessions will be held to solicit feedback; the first session is scheduled for November 13.
  - MSAC's Council will hold their next meeting at the Bel Air Branch Library on December 4. This is an open meeting. Meg McReynolds, Cultural Arts & Community Outreach Coordinator, will attend and give a short presentation on the HCCAB. HCCAB will invite 1-2 grantees to attend and give a short presentation on their work. The Board will send 1-2 members to attend the meeting.
- Meg McReynolds attended an in-person meeting of County Arts Agencies of Maryland (CAAM) members at the Carroll County Arts Council in Westminster, MD on October 23. The meeting served as an introduction to the CAAM network and provided an opportunity to meet MSAC staff in person and hear from the leadership of Maryland Citizens for the Arts (MCA). Of note, Maryland Arts Day has been scheduled for February 12, 2026. HCCAB members will discuss participation at the December meeting.

### **Programs and Events**

- HCCAB and HCPL have partnered with the Havre de Grace Arts Collective to plan an arts exhibit, "Between the Lines," at the Bel Air Branch November 24, 2025 – January 4, 2026. The exhibit invites artists to submit works that explore the form, function, and spirit of the book as both medium and muse.
- Kaleidoscope filmed the fall show on November 5. Featured organizations included Bel Air Community Chorus, the Liriodendron Mansion, and the Luckiest Light, and FY26 HCCAB grantees will be highlighted between taped segments. Meg McReynolds attended the taping.

### **Harford Arts Community**

- Board members discussed topics that impact artists and arts organizations in Harford County:
  - Members discussed the issue of paying artists for their work. The October 2025 grant discussion highlighted concerns of access and equity regarding artist compensation, as many artists/performers listed in grant applications were unpaid, and members discussed reviewing grant guidelines to ensure HCCAB grants do not provide barriers or disincentives for compensating artists. This will be reconsidered when grant guidelines are reviewed in early 2026.
  - Members then discussed the lack of accessible and affordable performance or rehearsal space in Harford County. HCCAB has a Memorandum of Understanding with Harford County Public Schools to prioritize access for HCCAB grantees, but it has been little used or promoted over its 10+ years of existence. Meg McReynolds has a meeting set in January 2026 with the HCPS Facilities Coordinator to discuss the MOU. Chuck Bowden, Board Chair, will also attend this meeting.

### **October 2025**

On September 15, Meg McReynolds began in the role of Cultural Arts and Community Outreach Coordinator, managing the HCCAAB. Initial priorities include finalizing FY26 CAD grant awards and contracts, drafting HCCAAB's Three-Year Strategic Plan, completing MSAC's application for FY27 Funding, a website refresh, and evaluation of Grant Space, HCCAAB's Grant Portal.

### **Financials**

- In September, HCCAAB and HCPL were notified that due to a previous fiscal year reporting error, FY2026 available funds would be reduced by \$18,152. The total MSAC award for FY2026 is now \$194,629 instead of \$212,781.
- Budgeted amounts for grants, including Community Arts Development (CAD) and Arts in Education (AiE), will remain at \$170,000 for FY26: \$150,000 for CAD and \$30,000 for AiE. Savings will come from reduced administrative costs.
- One sponsorship request was approved in September for \$1,500 for the ARC Sprout Film Festival.

### **FY2026 Grants and Sponsorships**

- Four grant review panels for Community Arts Development grants were held September 17 and 18 to review 26 applications requesting a total of \$249,461.
- The HCCAAB approved 25 grant awards totaling \$147,000 at its October 6 meeting.

- 16 Harford County arts nonprofits received general operating support funding totaling \$99,800.
  - 9 arts programming awards went to nonprofits located in or serving Harford County totaling \$47,200.
- Four applications for Arts in Education grants were received for review. One applicant withdrew their request given the loss of the planned artist for their artist in residence. The 3 remaining applications requested \$5,893 in funding.
  - The HCCAAB approved 3 grant awards totaling \$5,893 in funding.
  - The Arts in Education grant program continues to accept applications on a rolling basis until funds are depleted.
- The grant awards will be posted on the HCCAAB website and will be formally announced with a press release.

### **Harford Living Treasures**

- One nomination under Harford Living Treasures was received for Sheldon Bair. The Board unanimously approved Mr. Bair's nomination, and it was sent on to Jennifer Button, Executive Administrator, to forward on to Harford County Council.

### **Administrative Updates**

- Meg McReynolds, HCCAAB Coordinator, and Amber Shrodes, Director of Philanthropy and Community Engagement, attended an MSAC webinar on CAD grants led by David Mitchell, Program Director at MSAC.
- The HCCAAB board leadership team was reconfirmed for FY2026. Positions are as follows:
  - Chuck Bowden, Chair
  - Gigi Devanney, Vice Chair
  - Tatiana Levoné, Secretary
- Board nominee Ed Remsburg's application has moved to the County Executive for approval. Our thanks to Jennifer Button, Executive Administrator, for moving this nomination along. One nominee (Jim Thornton) withdrew his candidacy.

### **Programs and Events**

- HCCAAB will not host an 80's themed art show in October; the initial artists call did not receive enough submissions. Instead, HCCAAB will partner with HCPL to host an art exhibit in December at the Bel Air branch themed around book art to celebrate the partnership between the Library and Arts in Harford County. This initiative aligns with MSAC's goals for county arts agencies and HCCAAB's mission to promote, coordinate, and strengthen the arts in Harford County, and will provide a platform for local artists to showcase their work. The Havre de Grace Arts Collective is a planning partner for this event.
- Meg McReynolds, HCCAAB Coordinator, supported the HCPL Foundation event Wheelchair Costume Workshop, October 3-4. Moving forward, we hope HCCAAB and its members will be valuable partners for this annual event.

## **ACTION ITEMS**

### **Personnel Changes**

The following human resources changes were submitted for review and confirmation:

#### **NEW HIRES:**

**Mateo Valverde**, Library Associate I, Abingdon Branch, 20 hours per week. Effective Date: October 14, 2025.

**Naomi Graham**, Library Assistant II, Abingdon Branch, 15 hours per week. Effective Date: October 14, 2025.

**Morgan Bannon**, Benefits Specialist, Administrative Office, 37.5 hours per week. Effective Date: November 10, 2025.

**Katherine Basile**, Assistant Branch Manager, Edgewood Branch, 37.5 hours per week. Effective Date: November 10, 2025.

**Stephanie Brown**, Library Associate I, Edgewood Branch, 20 hours per week. Effective Date: December 8, 2025.

**Jordan Clark**, Library Associate I – Children’s Services, Joppa Branch, 37.5 hours per week. Effective Date: December 8, 2025

**Remy Grimes**, Processing Assistant, Administrative Office, 20 hours per week. Effective Date: December 8, 2025.

**PROMOTIONS:**

**Sam Stubing**, Circulation Manager, Whiteford Branch, 37.5 hours per week has been promoted to the position of Senior Circulation Manager, Bel Air Branch, 37.5 hours per week. Effective Date: November 9, 2025.

**Rachel Studie**, Library Assistant II – Circulation, Abingdon Branch, 37.5 hours per week has been promoted to the position of Library Associate I – Adult Services, Bel Air Branch, 37.5 hours per week. Effective Date: November 23, 2025.

**OTHER CHANGES:**

**Hannah O’Sullivan**, Library Associate II, Teen Service, Havre de Grace Branch, 37.5 hours per week has been awarded the position of Materials Management Specialist, Administrative Office, 37.5 hours per week. Effective Date: November 10, 2025.

**Dessa Matos-Miller**, Custodian, Abingdon Branch, 28 hours per week has been awarded the position of Custodian, Fallston & Joppa Branches, 37.5 hours per week. Effective Date: November 23, 2025.

**Karol Kim**, Library Assistant II – Circulation, Bel Air Branch, 15 hours per week has been awarded the position of Library Assistant II – Circulation, Bel Air Branch, 37.5 hours per week. Effective Date: December 7, 2025.

**RETIREMENTS:**

**Cindy Height**, Library Assistant II – Circulation, Joppa Branch, 37.5 hours per week. Effective Date: November 1, 2025.

**Denise Sconion**, Circulation Manager, Havre de Grace Branch, 37.5 hours per week. Effective Date: January 1, 2026.

**RESIGNATIONS/TERMINATIONS:**

**Melisa Bosse**, Circulation Manager, Aberdeen Branch, 37.5 hours per week. Effective Date: November 14, 2025.

**DISCIPLINARY ACTIONS:**

An employee. Two (2) day suspension without pay.

**LEAVE OF ABSENCE REQUESTS:**

An employee is requesting FMLA due to own serious health condition effective October 25, 2025 to April 24, 2026.

An employee is requesting FMLA due to own serious health condition effective November 5, 2025 to January 2, 2026.

**OPEN POSITIONS:**

**Aberdeen Branch**

- **Circulation Manager**, Aberdeen Branch, 37.5 hours per week. Posted internally/externally.

**Abingdon Branch**

- **Library Assistant II**, Abingdon Branch, 37.5 hours per week. Posted internally. Interviews scheduled for November 17, 2025.
- **Custodian**, Abingdon Branch, 56 hours per week. Posted externally/internally.

**Administrative Office**

- **Administrative Assistant**, Administrative Office, 37.5 hours per week. (2 Positions) On hold.
- **Chief Operating Officer**, Administrative Office, 37.5 hours per week. Effective Date: December 1, 2024. On Hold.
- **Custodian**, Facilities & Operations Department, Administrative Office, 37.5 hours per week. (2 positions). On Hold.
- **Custodian**, Administrative Office, 19 hours per week. Filled by contractor.
- **Graphic Designer**, Administrative Office, 37.5 hours per week. On hold.

**Bel Air Branch**

- **Library Assistant II – Circulation**, Bel Air Branch, 15 hours per week. (2 Positions) To be posted.
- **Library Assistant II – Circulation**, Bel Air Branch, 28 hours per week. This position was previously 37.5 hours per week – gave 9.5 hours to the position of Early Literacy Specialist – Opening the Gift Coordinator to make it full-time. On hold.

**Darlington Branch**

None

**Edgewood**

- **Library Associate I/II**, Edgewood Branch, 20 hours per week. On hold.

**Fallston Branch**

- **Library Assistant II – Circulation**, Fallston Branch, 15 hours per week. To be posted.

**Havre de Grace Branch**

- **Library Associate I Teen Service**, Havre de Grace Branch, 37.5 hours per week. Posted internally. Interviews scheduled for November 17, 2025.
- **Circulation Manager**, Havre de Grace Branch, 37.5 hours per week. Posted internally.

**Jarrettsville Branch**

- **Library Assistant II – Circulation**, Jarrettsville Branch, 15 hours per week. To be posted.

**Joppa Branch**

- **Library Assistant II – Circulation**, Joppa Branch, 37.5 hours per week. To be restructured into 2 – 15 hours per week positions. To be posted.

**Norrisville Branch**

None

**Whiteford Branch**

- **Circulation Manager**, Whiteford Branch, 37.5 hours per week. Posted internally/externally.

**FUTURE VACANCY DUE TO RETIREMENTS:**

**Circulation Manager**, Havre de Grace Branch, 37.5 hours per week. Effective Date: January 1, 2026.

**POSITION RECLASSIFIED:**

**Jennifer Perdomo**, Bilingual Materials Specialist, Administrative Office, 37.5 hours per week. Effective Date: August 31, 2025.

**2025 Staff Day – Educational Awards**

**Library Associate Training Institute program (LATI) in March 2025:**

- Julia Clifton, Joppa Branch
- Cara Meserve, Fallston Branch
- Miranda Spivey, Aberdeen Branch

**Bachelor of Science degree in History, University of Maryland Global Campus, May 2025**

- Frank DiBeneditto, Abingdon Branch

**MLIS degree – University of Alabama, December 2024**

- Colleen Kessler, Bel Air Branch

**MLIS degree – University of Maryland College Park, May 2025**

- Amanda Gergely, Abingdon Branch

**MLIS degree – Dominion University, May 2025**

- Cate Isert, Abingdon Branch

**MLIS degree – Pennsylvania Western University, May 2025**

- Amber Shrodes, Administrative Office

**MLIS degree – Pennsylvania Western University, August 2025**

- Melisa Bosse, Aberdeen Branch

**HCPL Library Jobs:**

<https://www.paycomonline.net/v4/ats/web.php/jobs?clientkey=A80FE008691EC4F03A189014B9C1100A>

*The following are examples of some sites that maybe used to recruit for open positions: LinkedIn, Indeed, American Library Association (ALA), Marylib listserv, CareerBuilder, Monster.com, and Facebook.*

**MOTION: Motion by Colonel Vogelhut, US Army Retired, seconded by Dr. Head, and approved by unanimous vote to approve the Personnel Report.**

**FY2027 Operating and Capital Budgets**

All Trustees had an opportunity to review and discuss the proposed FY2027 Operating and Capital Budgets.

Ms. Wright requested a motion to approve the FY2027 Operating and Capital Budgets as presented.

**MOTION: Motion by Mr. Etting, seconded by Dr. Head and carried by unanimous vote to approve the FY2027 Operating and Capital Budgets as presented.**

**OLD BUSINESS**

### **FY2025 Annual Audit**

Representatives of Mitchell & Titus, LLP were scheduled to present the FY2025 audit at the October Board of Trustees meeting. Last month's meeting was cancelled, we were unable to identify a date to reschedule the meeting, and the audit was required to be submitted prior to the November meeting. As such, Ms. Wright sent the FY2025 audit and the auditor's presentation to the voting Board via email and Trustees were asked to respond with an approval or no approval vote, or to abstain.

Trustees that voted electronically to approve the audit included: Tom Cusick, Errol Etting, Terry Flannery, Monique Head, Carolyn Lambdin, Jonas Vogelhut, Michael Woods, and Carol Wright.

There was one abstention: William Allen.

### **NEW BUSINESS**

There was no new business.

### **BUSINESS FROM THE CHAIRPERSON**

There was no business from the Chair.

### **BUSINESS FROM BOARD MEMBERS**

Dr. Allen shared news of his upcoming new book scheduled for release on November 30<sup>th</sup>, titled *An Oration: John Quincy Adams' Christian America*. He was congratulated on his new work.

### **PUBLIC COMMENTS**

There were no comments from the public.

### **ADJOURNMENT OF PUBLIC MEETING**

**MOTION: Motion by Mr. Flannery, seconded by Ms. Lambdin, and approved by unanimous vote to adjourn the Public Meeting.**

Ms. Wright declared the public meeting adjourned at 7:12PM.